PURCHASE DIVISION
Advice for approval for credit to supplier

| | | | | | |
|---|---|---|---|---|---|
| Date: | 14/3/2023 | Prepared by | Vanajakshi | Serial no. | **15798** |
| Supplier name | Akshaya Traders | | | HO inward no. | |
| Firm/Company | Dr.NFC | Project | Nextopolis | HO received date | |
| PO/WO date | 27/2/2023 | PO/WO No. | 97595 | Scan ID. | |

| Sl no. | Bill no. | Bill date | Bill amount | Original attached |
|---|---|---|---|---|
| 1. | 2022-23/506 | 3/03/2023 | 4,095/- | ☑ Yes □ No |
| 2. | | | | □ Yes □ No |
| 3. | | | | □ Yes □ No |
| 4. | | | | □ Yes □ No |

| | |
|---|---|
| Amount A – Bills total (Excluding Transport & Hamali Charges): | 4,095/- |
| Proof of delivery by way of: □ DCs/bill □ Steel report □ RMC pour report □ Solid block report ☑ Installation report | |
| MRN nos.: 118239 — Proof of delivery matches MRN | ☑ Yes □ No |
| Amount B –Other Credits : Transportation charges | — |
| Amount C –Other Debits : | — |
| Amount D (D=A+B-C) – Amount to be credited to the supplier: | 4,095/- |
| Amount E – PO / WO value: | 4,095/- |
| ~~Amount F – Difference (A – E):~~ | — |
| Quantity received as per PO /WO | ☑ Yes □ Excess received □ Short received □ Part received |
| Close PO / WO | ☑ Yes □ No – wait for balance material □ Other |
| Payment – due date | 20/3/2023 |
| Remarks: | |

| Approved by | Purchase Officer | Purchase Manager | M D | Accountant | Accounts Manager |
|---|---|---|---|---|---|
| Name: | Vanajakshi | | | | |
| Sign: | Vanaja | | | | |
| Date | 14/3/2023. | | | | |
| Approval limit | Upto 20k | Above 20k | Above 100k | Upto 20k | Above 20k |

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

# Purchase Order

 27-02-2023 15:44:22

97595
16.02.23 5:15:18

From Company : **DR.NRK Biotech Private Limited**
Plot no.11,, TSIIC Industrial Development Area, Sno.230 to 243, Tur
Malkajgiri, Telangana, 500078
G S T No. : 36AACCD2775Q1Z3

**Supplier Details**

Akshaya Traders
6-4-392/1, New Bholakpur, Secunderbad

**GSTIN** 36BFYPA0121A1Z3
9381004542 9959611144

| | | |
|---|---|---|
| **Doc No** | 97595 | 186559 |
| **Doc Date** | 27-02-2023 | |
| **Quote No** | nil | |
| **Quote Date** | 24-02-2023 | |
| **SupplyType** | Supply | |

**Kind Attn : A.Chandra Shekhar**

Purchase Order for the Supply of following Items.

| Item Name | Qty | Rate | Dis% | GST | Amount |
|---|---|---|---|---|---|
| 1 764600 - GENE-General Items - Gova Rope-- - - - Bundles | 30.00 | 130.00 | 0.00 | 5.00 | 4,095.00 |
| **Total Order Value . . .** | | | | | **4,095.00** |

Rupees : Four Thousand Ninty Five Only.

Terms and Conditions :-

| | |
|---|---|
| Specification / | All items shall be of ___ brand/company |
| Payment Terms | After Delivery & Production of bill |
| Tax | GST included in above price. |
| Delivery Date | Next Day. |
| Delivery Location | Nextopolis<br>Sy No 230 to 243, plot no 11, turkapally, shamirpet, medchal<br>Phone. |
| Penality For Delay | Nil |
| Transportation | Transport cost shall be borne by us. |
| Warranty | Nil |
| Advance Paid | Nil |
| Other Terms | We reserve the right items not confirming to qlty & specs. Breakage in your account. Above order for site use purpose |
| Completion Date | Nil |
| Measurment | Nil |
| Security | Nil |
| Remarks | Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of deli vary /DC can be sent by email. |

For *DR.NRK Biotech Private Limited*

Authorised Signatory

Name : 28/02/2023

Accepted the above Terms And Conditions

For *Akshaya Traders*

Name : ____________

Date : __/__/____

| Requisition Form | | | | | | |
|---|---|---|---|---|---|---|
| Company Name | Dr Nrk BioTech Pvt Ltd | Date: | 24 02 2023 | | | |
| Site & Phase | Nexxtopolis | Time: | 11 00 | | | |
| Unit No /Block No | | | | | | |
| Supplier | | Req No. | 186559 | | | |
| Material required before date: | | ID No. | 84675 | | | |
| S No | Item Po :- 97595 | Qty required | Qty available at site | Order Qty | Inward No | Inward Date |
| 1 | GENE9357-General Items-Gova Rope----Bundles | 30 | | 30 | | |
| 2 | | | | | | |
| 3 | | | | | | |
| 4 | | | | | | |
| 5 | | | | | | |
| 6 | | | | | | |
| 7 | | | | | | |
| 8 | | | | | | |
| 9 | | | | | | |
| 10 | | | | | | |
| Remarks: | Towards site use purpose. | | | | | |
| | | | | | | |
| | Engineer | for Project Manager | | Purchase | | MD |
| Prepared By: | S.Shravya | | | | | |
| Approved By: | C.Balamuralikrishna | | | | | |
| Sign & Date: | 24.02.2023 | | | | | |

APPROVED
28 FEB 2023
MINISH PARIKH
MANAGER PROCUREMENT

# TAX INVOICE

| | | |
|---|---|---|
| **AKSHAYA TRADERS**<br>6-4-392/1, GROUND FLOOR, KRISHNA NAGAR COLONY, BHOLAKPUR<br>MUSHEERABAD, HYDERABAD<br>GSTIN/UIN: 36BFYPA0121A1Z3<br>State Name : Telangana, Code : 36 | Invoice No.<br>**2022-23/506** | Dated<br>**3-Mar-2023** |
| | Delivery Note | Mode/Terms of Payment |
| | Supplier's Ref. | Other Reference(s) |
| Buyer<br>**DR.NRK BIOTECH PRIVATE LIMITED**<br>Tarkapally,Hyderabad,Medchalmalkajgiri<br>GSTIN/UIN : 36AACCD2775Q1Z3<br>State Name : Telangana, Code : 36 | Buyer's Order No.<br>**97595 186559** | Dated<br>**27-Feb-2023** |
| | Despatch Document No. | Delivery Note Date |
| | Despatched through | Destination |
| | Terms of Delivery | |

| Sl No. | Description of Goods | HSN/SAC | GST Rate | Quantity | Rate | per | Amount |
|---|---|---|---|---|---|---|---|
| 1 | **Gova Rope** | 5607 | 5 % | **30.0 Nos** | 130.00 | Nos | **3,900.00** |
| | ***Output CGST @ 2.5 %*** | | | | *2.50* | *%* | **97.50** |
| | ***Output SGST @ 2.5%*** | | | | *2.50* | *%* | **97.50** |
| | Total | | | **30.0 Nos** | | | **₹ 4,095.00** |

Amount Chargeable (in words) *E. & O.E*

**INR Four Thousand Ninety Five Only**

| HSN/SAC | Taxable Value | Central Tax | | State Tax | | Total Tax Amount |
|---|---|---|---|---|---|---|
| | | Rate | Amount | Rate | Amount | |
| 5607 | 3,900.00 | 2.50% | 97.50 | 2.50% | 97.50 | 195.00 |
| **Total** | **3,900.00** | | **97.50** | | **97.50** | **195.00** |

Tax Amount (in words) : **INR One Hundred Ninety Five Only**

Declaration
We declare that this invoice shows the actual price of the goods described and that all particulars are true and correct.

for AKSHAYA TRADERS

AKSHAYA TRADERS HYDERABAD

Authorised Signatory

This is a Computer Generated Invoice

TIME-15:40
Veh No. TS10UB8387

INWARD
Inward No: 2979 Dt: 07/03/23
MRN No: 118239 Dt: 08/03/23
Received by: Sign:
DR NRK BIOTECH PVT LTD

INWARD
No: 106926
Date: 13/3/23
Sign:
SALES LLP
R.R. DIST.